



MISSOURI DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS  
DIVISION OF EMPLOYMENT SECURITY

**MAGNETIC MEDIA REPORTING**

The Division of Employment Security promotes the reporting of quarterly contribution and wage data by magnetic media. This is a practical, accurate and convenient form of reporting quarterly wage data and offers many benefits.

Magnetic reporting eliminates unnecessary clerical errors and creates more consistent state records by alleviating delays in claims processing. It eliminates Division requests to employers to correct improperly reported social security numbers and wage amounts.

In addition to Missouri formats, an employer may use the federal format. The federal format allows an employer to supply information to more than one state or federal agency using the same format. By using the NASWA (National Association of State Workforce Agencies) formerly ICESA (Interstate Conference of Employment Security Agencies) format, an employer can report not only the wage data magnetically but the summary total information as well.

The Division has staff who will be pleased to assist you in converting to magnetic reporting. The Division can accept tape cartridges and 3½ inch diskettes. For more information or instructions and specifications for magnetic reporting, please visit our website at [www.mouitax.com](http://www.mouitax.com) or call (573) 751-3422. You may also request more information in writing by completing the form below.

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I am interested in receiving additional information about magnetic reporting of quarterly contribution and wage data.

Account Number \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

You may Fax this form to (573) 751-7918 or mail it to:

**EMPLOYER ACCOUNTS UNIT  
DIVISION OF EMPLOYMENT SECURITY  
P.O. BOX 59  
JEFFERSON CITY, MO 65104-0059**